

Office Memorandum • UNITED STATES GOVERNMENT

TO : Deputy Services Officer

DATE: 7 February 1949

25X1A9a

FROM : [REDACTED]

SUBJECT: Report of Operations by the General Services Division during the month of January 1949.

Volume:

- a. Requests for services on hand prior to January 60
- b. Requests for services received during January 48
- c. 1. Orders submitted to PBA chargeable to quarterly encumbrance 125
Est. cost \$3100.
- 2. Special orders submitted to PBA not chargeable to quarterly encumbrance 7
Est. cost \$11,790.
- 3. Orders submitted to PBA nonreimbursable 426
- d. Requests for services on hand January 31 51
- e. Spaces moved during January 14
Total personnel moved 227
Estimated cost \$3,104
- f. Reimbursement to PBA for regular assigned laborers to warehouse 26
Est. cost \$5,348.
- g. Protective Services (PBA Guards)
Reimbursable Posts- Cost \$25,400 67
Non-reimbursable posts 25
- h. Monies paid to PBA during month January
PBA Guards \$61,883.34
PBA Laborers and trucks 22,631.29 ✓
Alterations and Installations 4,892.12
Miscellaneous 3,594.79
- i. Problems: Lack of personnel seriously effects the production quota.

Attachment. Appliance and Maintenance Report